



**REGULAR MEETING
MINUTES
for
March 25, 2002
Art Pick Council Chamber
3900 Main Street, Riverside, CA**

Present: Commissioners Brewer, Floyd, Garcia, Gardner, Hendrick, Howe and Ward

Absent: Commissioner Huerta

Chairperson Brewer called the meeting to order at 6:03 p.m. and led in the Pledge of Allegiance.

Motion was made by Commissioner Gardner and seconded by Commissioner Garcia to approve the minutes for the February 2002 monthly meeting and the March 11, 2002 case review meeting. The motion passed unanimously.

Executive Director's Report & Comments

Mr. Williams reported on his attendance of the Mayor's Nominating and Screening Committee meeting regarding the Commission's vacancy. He said that of the 13 applications, six were chosen to be interviewed by the City Council. The interviews will take place sometime in April.

Mr. Williams spoke about the Council's Boards and Commissions Review. He said that the CPRC will be the first to be reviewed, but no date had yet been set.

Chairperson Brewer asked about the status of the Phaisouphanh case. Mr. Williams said that the Commission's investigator has reviewed the RPD file. Mr. Williams said that he anticipated having it ready for the April regular meeting.

Mr. Williams noted that the next case review meeting had been tentatively scheduled for April 8, 2002.

Commissioner's Comments

There were no commissioner comments.

Public Comments

Ms. Chani Beeman

I just had a question and that is, I understand that several of the cases under review have had independent investigators assigned to them. Yea ! I'm glad to hear that. Thank you.

One, I'm wondering the criteria that we select our private investigators. How is it determined who we go to for a private investigator. Do we have an organization under contract?

Secondly, when the private investigator provides their findings on a case – in other words, they've collected their own independent information – will that information be made public? Because my understanding is the information that Internal Affairs gathers during their investigation is covered by the Peace Officers' Bill of Rights, but information that is gathered through independent investigation through this body is not subject to the same regulation. I'm just wondering.

CHAIRPERSON BREWER – Don, would like to address that?

EXEC. DIR. WILLIAMS – I just happen to have the answers to all of those. Let's take the first one, and I believe I've got it right, how the contract investigator's picked and everything. The criteria I had for picking was pretty simple. Number one, I did not want them local. You'll find most local PI's, if they're not retired from RPD or the Sheriff's Department, they have very close ties with them, so I didn't want them local. They had to be experienced investigators. I didn't want somebody just out of private investigator's school or whatever and they had to have what I considered a good work product. And so I did. We've contracted with a firm out of San Diego County. They're all...they're part of a network of FBI, retired FBI agents. They have different areas that they've worked in while in the FBI including personnel investigations and internal affairs investigations. So there's a broad range there. It's also, like I said, it's a network so if you had some big super duper thing that needed to be dealt with – I don't anticipate that here, but let's just say for instance you did – that would be a good firm to get a hold of because they have the resources here and in other states to deal with it. So that's how...that was the criteria and that's...we did contract with them and it's... We have one person we go through though he may or may not be the one who does the actual investigation. Again, he relies on his partners to help out, but that's sort of the criteria I used in who I picked for the contract investigations.

I have consulted with the City Attorney on regarding how much information we can give out regarding an investigation that we do. His opinion is that if it were a case...if it were a person who came to us and we were the initiating...if he came to the CPRC and said "I want to file a complaint," and we file a complaint and we did the investigation, then that would be something that we could deal with in public, given certain restrictions, provisions under the law like disclosure type of stuff. There's some things that cover both cases.

If it goes through...if the person goes to the Police Department and says "I want to file a complaint," and it's a complaint and we wind up for whatever reason doing an investigation on it, then because they went through the Police Department, it's his opinion that it falls under the same restrictions as if it were a case that were investigated by IA. So those are the guidelines I've been given.

MS. BEEMAN – It's my understanding that the process that the CPRC follows is even though you may receive the complaint initially, that it's immediately forwarded to Internal Affairs, so wouldn't that mean that any investigation, regardless, is going to be falling under the category that the City Attorney interprets as not able to share information?

EXEC. DIR. WILLIAMS – No. That's not my understanding. My understanding is that if they walk

into our office, 6th Floor, and say, "We have a complaint about this," whatever it may be, and we look at it and we take it and we do our investigation, we will forward it on to PD so they can do their own thing also. But we take off using the person who came through the door with that information...it's my understanding, from the City Attorney's Office, that that is one that we can debate openly, if you will, with some restrictions.

MS. BEEMAN – Well, you don't use names, you assign a number...yeah.

EXEC. DIR. WILLIAMS – Exactly. But if it's just because we send the information over there, that does not prohibit us. It's when they go to PD first and then it comes over to us. Because it originated there, it's his opinion, that it...that gives it the cover for the Peace Officers' Bill of Rights and this type of thing.

MS. BEEMAN – Okay, so, in his opinion, any complaint that originates through the CPRC, in spite of the fact that it goes to Internal Affairs, if you do your own investigation, independent of Internal Affairs, that information can be discussed appropriately.

EXEC. DIR. WILLIAMS – Exactly.

MS. BEEMAN – Has that happened? Do we have any of those kinds of cases?

EXEC. DIR. WILLIAMS – No. I think last year we only got five people who actually...something like five or six people who actually filed with us and followed through and sent... We had 10 or 15, I think, who actually called us to initiate the process, but only a handful – and I'm literally talking a handful – actually filed, you know, followed through with it and sent us in the forms and things like that. That's in the annual report. I don't remember the exact numbers, but it's there.

MS. BEEMAN – I just...you know, again, I want to encourage as much openness in this part of the process as possible because this is where the public gets an opportunity to see you do your work. So much of it has to be behind closed doors because of legal opinion. You know, if there are only five cases where they originated in your office, I'm encouraging you to take advantage of those opportunities to give the public some insight into your process, you know? I think it helps establish credibility and I think it gives the public an opportunity to see what you guys face, you know, what kinds of decisions are you having to make. And I think it will just bolster that connection that you have with the community. That's the point.

Thank you.

Ms. Mary Shelton

I just have a couple of things to say, but I had a couple questions along that line as well. So when you're hiring an independent investigator to do their investigation and Internal Affairs is doing their investigation, when the two investigations are completed and they come up with different findings, which one takes precedence, because it seems like this is more of a body that makes recommendations more than anything else in that manner. And also, in terms of funding, if you need to hire an investigator, obviously that takes quite a bit of money and the annual budget is about \$185,000, including \$80,000 in, I believe it's your salary, and has the city been forthcoming in giving you that extra amount of money?

And the other subject I wanted to approach was the interview process regarding the new commissioners. Of about 15 applications, they chose to interview six people, four, I think about five of them with law enforcement backgrounds, various Sheriff's departments, probation. I think the one that didn't have a law enforcement background had a father in law enforcement. And one of the city

councilmembers, Joy Defenbaugh I believe it was, raised an excellent point about how can we get more business owners, for example, involved in this commission and I was wondering what kind of criteria keeps getting set that we keep having the same types of people being recommended for this commission? I think it should be said that a lot of diverse backgrounds and not solely people that have been in law enforcement or have been on other commissions and boards. I mean, it's supposed to be a reflection of the community and the community has more members of those areas, but it also has a much more broad background in terms of diversity as well.

Thank you.

CHAIRPERSON BREWER – I was at that meeting and I don't recall that many people being with a law enforcement background that was picked to be interviewed.

EXEC. DIR. WILLIAMS – You know, I would have to look at the notes and everything. I know there were a couple of probation or retired probation officers and this type of thing. I think there was one of them who had, one point in time, been active with, I don't know, San Bernardino or somebody...

CHAIRPERSON BREWER – Orange County, I believe it was...

EXEC. DIR. WILLIAMS – Orange County, yeah, but I don't remember the...how many they had there that had that sort of background. If I could, let me go ahead and just answer the question about if there's two different findings or if there's two different...if you wind up getting two different reports – one from our investigator and one from RPD. We've discussed that. I guess...first thing that's going to happen if we do an independent investigation unbeknownst to those folks and they do their investigation and we say, "Man, we got two different things here," then I'm going to give Russ Leach a call and say, "We got a problem." Ideally, we should be at the same point, I mean, it may be a little different here and there, but those should be minor differences and everything. If it's two completely different documents, then we've got a real problem as far as to what's going on and I don't... At that point, it's not a point of who's right, it's why the big difference and that's a whole set of problems that we really, frankly, haven't even...we've talked about 'what ifs' and the 'what if' world, but we haven't really sat down and decided what we would do other than the fact that that's a, as you can imagine, a problem that's tough to grapple because you know, if it's that different, then somebody's got their information really messed up. You know, that's just one of those things that, hopefully, we'll have a solution to it before, or a process that we can arrive at a solution before that day comes, but you know, we'll just see. Hopefully, it'll never arrive. Like I said, ideally, the reports should be just about the same. You know, Person A should tell us the same thing they tell the PD and unless you get someone telling two different stories, you know... But anyway, that's something we'll just have to, I guess, tackle when the time comes and I don't know of a better answer. That's a pretty poor answer, but I don't know a better answer than that, to be honest with you.

Money-wise it's no problem. We do...they have funded us fully. The budget for the fiscal year we're in now is like \$253,000, something like that, not the \$140 which you just mentioned. So we've got enough money to do what we need to do through this year. We've basically asked for the same thing next year, I think, maybe a little less. The city's fiscal condition seems to fluctuate a little bit. Every time there is a revenue projection and things like that and no one's...I don't know exactly what the time tables are for knowing when the State is going to give us whatever money they're going to give us, and that's going to be the real...you know, we're getting hints here and there, but I guess until they actually see the check, we're not going to know how much and so how much we're going to have to make up as a department or as a city to stay solvent. And that's a whole budget deal that I know a lot of people are working on. We've contributed our little bit to the deficit and it hasn't...it's been real minimal from our standpoint. It hasn't affected and it would not affect our ability to investigate. We still have plenty of funds unless we had the "big one," if you will, whatever that may be and I asked, when I first got here, several councilmembers, what happens if we have this humongous deal that just

blows everything...the budget out of the water and they said, 'Come to Council. We'll give you the money.' So I'm assuming, you know, if we've (unintelligible word) we can justify it, we'll still do it. But we...right now, money's not a problem on any of our investigations.

And that's all I can really answer right there. The rest of them went to picking commissioners and all that and that's a Council function. I can say this from being to several meetings – and they've been public meetings so I'm sure most of you have been there also – getting people to volunteer as commissioners is a big problem for every commission. I think when this first...the first group of people [were] picked, I think there were like 19 or so people who volunteered to be commissioners. And that was two years ago, was it?

CHAIRPERSON BREWER – Yeah. There were 80 volunteers and 19 interviewed.

EXEC. DIR. WILLIAMS – We had 13 applications this time, is all. You know, trying to get people to volunteer their time for commissions is a problem that the Council is struggling with and all because, you know, Mary's absolutely right, you can't have enough good people volunteer to do that. I know some councilmembers they say they've been out in their wards and they're trying to get people to volunteer and they just don't have the time to commit and all this. As any commissioner can tell you, this is not your, you know, two hours a month type commission or board. They put in a lot of work here and so some folks just don't have the time for it. But if anyone's got a good idea about how to get more commissioners in there, the Council is very open to any ideas from anybody. But who's picked and how they're picked is a Council prerogative and I really can't say more than that.

CHAIRPERSON BREWER – I'd like to get back to the report thing for a minute. If we get a report from our investigator and a report from IA, I think it's still up to the Commission to review these reports and come to a conclusion themselves as to how they weigh them.

EXEC. DIR. WILLIAMS – Well, I suspect that there's not going to be any difference and so, you know, yeah, you would. That's exactly what would happen. In the case – and I certainly don't anticipate it – but in the case that you have an apples and oranges situation, then that's more than...that's another problem. And frankly, I just...with the kind of documentation we're getting lately and the kind of thoroughness and everything that we're starting to see, I honestly don't anticipate that at all. It's kind of one of those things that's out there. You can't discount it, but in realistic terms it's not something I'm going to lose any sleep over, frankly.

VICE-CHAIR GARDNER – Don, if we were to have a situation where there were dramatically different reports, I would want to know that.

EXEC. DIR. WILLIAMS – Oh, you would. Don't worry.

VICE-CHAIR GARDNER – That's something that I think the Commission would want to have brought to their attention and that we would want to be involved in the whole scenario of reviewing why were there differences and those kinds of things. I just didn't want your earlier statement to be interpreted as you and the Chief would fix it and bring us a done deal. I don't think that's what you meant.

EXEC. DIR. WILLIAMS – No, but it's something that he needs to know about as soon as I know about it, you know? And frankly, the discussions I've had with various members of the Department – and it's just sort of the 'what ifs' type thing – we really haven't...it's just been off the cuff discussions, we've not really found a solution to that other than the fact that we're going to have to get together and...because that launches a whole different, you know, investigation right there. Why do we have these two things going here? It's just one of those things that given...I mean, you folks see the reports that are coming out of PD now and I've said it when we presented the annual report and I'll say it again, there's a marked difference in quality in the reports today as they were a year ago today

and with the backup material we're getting and things like that, I don't see that as ever occurring. But you know, there are always those exceptions, I guess.

VICE-CHAIR GARDNER – Thanks.

COMMISSIONER GARCIA – Don, in reference to the interviewing for the positions for the new commissioner and for the alternate, is it previous applicants, new applicants or a combination of both?

EXEC. DIR. WILLIAMS – They only had 13 and these were all new applicants, though there were one or two who had previously applied. My understanding is from the Clerk's Office is they called everybody who was on the old applicant list and asked them if they wanted to have their name resubmitted and I know – I can think of at least one person who I remember on the old list and there may have been two – so that's the...my understanding of the way that it happened there. Another thing that came out – and I wasn't real clear on myself – I knew that councilmembers could more or less sponsor a person that's not on the list and it was clarified with a discussion between the mayor and Councilwoman Pearson and if a person has applied, has an application in for some other commission, Planning Commission or whatever, Parks and Recreation or whatever, and they feel that this person may be suited or better suited for this commission, then they could, they could put them on the interview list for this commission. To my knowledge, they haven't done it, but I don't...they wouldn't check with me on this thing anyway, so for all I know it's that six that they picked that day plus another six or so. I just don't know. But that's how the...they did tell me that they would, once they set the date and they set the number of people to...the persons who would be interviewed, that they would, you know of course, that I'd get that agenda and be brought in on that...brought into the loop as a knowledge source. They're not going to ask me any questions. That's the Council's prerogative who sits on the Commission. Certainly not mine.

CHAIRPERSON BREWER – Anybody else have any comments or questions? Floyd? Bill Floyd?

COMMISSIONER FLOYD – Don, am I correct that there are currently no guidelines or there's no policy to determine when an independent investigation is done by the Commission? You mentioned that, for example, complaints that are directed to the Commission – we can hire an investigator, we can do our own investigation, and we can discuss the results publicly with some limitation.

EXEC. DIR. WILLIAMS – Right.

COMMISSIONER FLOYD – Is there anything in place now that would determine how we would pick the case that we would do an independent investigation on?

EXEC. DIR. WILLIAMS – No.

COMMISSIONER FLOYD – I don't know if we can discuss that because it's not on the agenda, but it seems to me that that's an issue that ought to be placed on the agenda for a full discussion by the Commission to determine when we decide to do our own investigation.

EXEC. DIR. WILLIAMS – We can agendaize that. We can do it for the April meeting if, you know...in fact, we've done it before where one commissioner says 'Why don't we do this?' so I'll do it, since you asked.

CHAIRPERSON BREWER – There have been discussions about that in the past and at that time we said the Executive Director would have the authority to decide which ones to have investigated and not.

COMMISSIONER FLOYD – But is...and that may be okay, but it seems that the Commission should establish some guidelines for making those determinations.

EXEC. DIR. WILLIAMS – I think the discussion that Jack was talking about there was a discussion about if I were to use an investigator would I get to go through and get Commission approval before that. And my argument to that was if we had an in-house...instead of a contract investigator, if I had a...if there was a staff investigator assigned to our office, then as a member of my staff, I should have the prerogative of giving him his work assignments, him or her the work assignments and not have to run to the Commission every time I wanted to have them do an investigation and that was the same analogy. Now setting up guidelines, I think that's appropriate. Right now, you're right, there are no guidelines. I look at something and I say, "Gee, that's something that we really need to jump into," and that's basically the criteria that I use.

COMMISSIONER FLOYD – Well, I'm not suggesting that you get Commission approval every time you want to commission an outside investigation because I don't think the circumstances are going to allow that, in most cases. But I'd like to have a discussion where we decide what types of cases and under what circumstances are we going to bring in an outside investigator for a couple of reasons. I think our resources are limited and we need to do an efficient job of expending those resources.

EXEC. DIR. WILLIAMS – Well, you're exactly right and frankly, we've got a year's, well, nine months worth of...well, I guess coming into April – we saw our first case April last year – so almost a year's worth of experience as far as the type of cases that we're getting and you know, maybe a year ago this wouldn't be an appropriate discussion because we didn't have an experience background, but now we do have a 100-some odd cases that, as an experience background, so that, you know, some criteria like that would not necessarily be a bad thing. It certainly helps me from that standpoint, if I know which cases need a second look at or maybe a fresh look at or this type of thing or some sort of procedure, so any kind of...because I mean, I can sit up there right now and if something comes off and I say, 'Well, you know this is something for us,' or 'No, we're not going to mess with it,' you know, like this, at this point in time, you know, the money isn't much of a problem, but that's certainly something... We do have some outstanding investigator bills we know that are coming so, you know, today it's not a problem. Now when we get a couple bills in, then we may have a situation, but assuming that these are basically what I think they're going to be in terms of money and everything, there shouldn't be a problem. I guess there's two ways you could have a discussion: looking at monetary projections, possibly, or...which are difficult to do, but still I think you can kind of guesstimate, and also which ones are deserving of this \$100 an hour private investigator and which ones maybe aren't.

CHAIRPERSON BREWER – Commissioner Floyd, would you like to chair a subcommittee and look into this?

COMMISSIONER FLOYD – I would be willing to do that, yes. I happen to be a proponent of doing more independent investigations, but I think in order to go down that road, there should be some criteria established to tell us, or to tell Don in particular, when to bring in an outside investigator. We obviously can't do it in every case.

CHAIRPERSON BREWER – No. I'm asking if we can form a subcommittee to present some criteria to the Commission. Who else would like to be on that? Mr. Ward?

COMMISSIONER WARD – Yes, I'll be on that.

CHAIRPERSON BREWER – Anyone else? You want to be on that one too, Mike? Okay, we have that subcommittee appointed. Mr. Ward, go ahead.

COMMISSIONER WARD – Yeah, I'd like to make a comment about a couple of things. First is the...on the appointing a private investigator and I believe, the way our Policies & Procedures read and our By-Laws, is that Don is to retain a private investigator at the direction of this commission and I think that's an important thing that we maintain because, you know, when people come in here, they're asking questions to the Commission, not to, necessarily, the Executive Director, and I've noticed the last couple or three times that questions have come from the audience to the Commission and they've been referred to the Executive Director. We are the nine-person independent commission and when questions come to this commission, we should be just as much on board in terms of what's going on as the Executive Director. So I think that we need to...well, we will take a look at that [?] when establishing these guidelines.

The other question I asked earlier is that when we have comments made from the community, you know there seems to be very little dialog in terms of community concerns and this commission is not allowed to meet unless it's an open meeting so if we don't deal with the issues that the community has when we're here, then in essence, we're not really dealing with their concerns. So we need to do something where if people take their time to come down here and voice their concerns to this commission, we need to be sensitive to that and we need to be responsive to that and if we're going to continue to keep this format the way it is, then my recommendation would be that we have three meetings now – one open meeting where we go into a closed session, then we have another closed session during the month. I would recommend that we have an open session where we just have an open session where the community can come in and deal with whatever issues that they would like to deal with and discuss them until they get some understanding of what kind of guidelines we operate on and what kind of restrictions we have on us or what we plan to do in terms of trying to satisfy these concerns that the community has.

Thank you.

CHAIRPERSON BREWER – Well, that's what this commission meeting is right now. The public's here that wish to be here and we'll address any problems that they have. They have a right to bring those things up, so that's what... this is the open meeting, but not many of the public are showing up, which I think is a good sign in some respects that they don't have a lot of complaints.

COMMISSIONER WARD – Well, it could be a good sign. It could be a bad sign. It could be that people feel that they're not being heard so why come down and voice your complaint if they're not being heard? So I don't know... I believe if this commission was doing what it's assigned to do, that the public participation would be much more than what it is right now, so... I may be wrong on that, but that's my view.

CHAIRPERSON BREWER – Commissioner Hendrick?

COMMISSIONER HENDRICK – I'll withdraw it. It's been answered.

COMMISSIONER HOWE – Let me say this – as far as the subcommittee looking into this area of where we've just come from, the recommendation to deal with the guidelines, I would recommend that they come up with a draft and get that copy to us prior to the next meeting so that we can go over it and if there's any changes, we can make changes or recommendations so that we come to this meeting with a product that's been already worked over and we can present it to the public at that time for any other changes.

COMMISSIONER HENDRICK – You know, part of what I was going say earlier was that I think that what Mr. Floyd was talking about is...some of that is covered in our policies in terms of our Policies & Procedures under Section 8 – Investigations. So I think what you'd be talking about, coming back with a document is going to amend or add to what we already have and that goes...there's a process

that's required with that. So I don't know if we have to have first and second readings, but you at least have to have a first reading and then at least sunshine it so that everybody sees it.

CHAIRPERSON BREWER – Yeah, we're not under Robert's Rules, so we don't necessarily have to have first and second readings. Anybody else?

MS. BEEMAN – Can I say something just very quickly? Sorry, and I appreciate the informality of the meetings. I wanted to reinforce what Commissioner Ward was just saying about having another structure other than this as a way of opening dialog between the community and the Commission, because I don't think this is the kind of format that fosters open dialog, you know? The complaint process is going to the CPRC or going to the Police Department, filling out the appropriate form. This meeting is probably going to find it's own place, but I don't think community dialog happens here, obviously. I'm the chairperson for the Human Relations Commission and I know there's an interest in partnering with the CPRC to hold those kinds of open dialogs in the community, not here at City Hall, going to different places in the community. So I support what Commissioner Ward was talking about. I think there is going to be sort of an attempt to partner with CPRC to do exactly that and I think it's a really important part of the Commission's work to be out in the community and not just at City Hall.

EXEC. DIR. WILLIAMS – This is something...as you know, a part of our charge, if you will, is community outreach, and this is something I've been concerned with since the day I got here. One of the ideas I had about six or eight months ago or so, something like that, was to establish meetings, you know, sort of a town hall meeting type things out in the various communities and have this type of dialog. I thought it was a pretty good concept. I talked about it to some people who deal with the community who said well, you know, gee whiz, it's...they didn't think it was going to be that well attended and all that. And then it came down to staffing it and setting it up and this type of thing and we just don't have the staff to do it. You know...I don't have a person I can say, "Community stuff is your deal. Take the ball and run with it. Establish the meetings. Do the advertising you need to. Get with all the community groups that go out... I don't have anybody to do that with. So if the Human Relations committee has a staff that can deal with that and to help on the...as far as the community advertising and things like this and advertise it and set up locations and all that, then you know, I think it's a great idea. I think it's something that needs to be done and I think Mr. Ward is absolutely correct in his assessment of it and everything. If you recall, I think the idea I had was have two or three or four – something other than a quorum – go out to these various locations so you didn't have to have, you know, follow strictly the Brown Act, this type of thing – that you could sit there and have a more free dialog and all that. You're not going to conduct any business, but it's more of a sharing type thing. The commissioners tell the community about what the Commission does and it's work and the community tells the Commission some of its concerns, problems, etc., etc. But again, it comes down to staff time. We don't have it and that's the bottom line. If I had another person, you know, we would look at that. Frankly, if I had a choice, if I could get another person, I'd get an investigator to help out with what we're doing up there. But, you know, that's not going to happen this fiscal year or the next fiscal year. So, you know, maybe in a couple years we'll have that. But again, if Human Relations has that, you know, has that kind of staffing that they can arrange something like that, then you know...I think that's more of a Community Relations commission function, but whatever way we can help out in that regard, we'd be glad to do it.

CHAIRPERSON BREWER – We've had a subcommittee of Commissioner Gardner and Commissioner Huerta that was looking into ways of doing some more outreach and it comes right back down to the time. How much time do we have a month to put in too, besides what we're doing now. But we do have a subcommittee looking into that.

Anybody else?

And speaking of subcommittees, we have a subcommittee that was looking into expanding the authority of review of the Commission. There was a meeting that was held with the Police Chief, the Interim City Manager, and the Interim City Attorney and...reference some of these ideas. It wasn't real well received, so now I'm asking Vice-Chairman Gardner to take over as chair of this subcommittee and Commissioner Huerta's on it and we need one more volunteer for that committee to look into this. Do we have a volunteer? Bob Garcia? They'll look further into this and prepare something to bring back to the full Commission then, too.

Discuss and vote on the following recommendation to RPD Policy & Procedure

- Adoption of a policy whereby P.O.P. project proposals are submitted in writing and are given supervisory approval before being initiated.

After some discussion, the Commission added "Community Feedback (if applicable)" to the recommendation. Motion was made by Commissioner Hendrick and seconded by Commissioners Floyd and Garcia to accept the policy recommendation with the noted addition. The motion passed unanimously. (A copy of this policy recommendation is attached.)

Closed Session – Case Reviews

Pursuant to Government Code Section 54957, the Commissioners adjourned to Closed Session at 7:01 p.m. to review the following case(s) involving PUBLIC EMPLOYEE PERSONNEL MATTERS:

<u>CPRC CASE NO.</u>	<u>IA CASE NO.</u>
01-118	PC-01-226-166
01-140	PC-01-271-159
01-174	PC-01-350-140
01-175	PC-01-365-325
02-008	PC-02-013-147

The Commission adjourned at 8:10 p.m.

Respectfully submitted,

PHOEBE SHERRON
Administrative Clerk